



VILLAGE OF KEY BISCAYNE LOBBYIST REGISTRATION

Office of the Village Clerk

88 W. McIntyre Street, Suite 220, Key Biscayne, FL 33149 Telephone (305) 365-5506

Calendar Year: _____

NOTE:

- All lobbyist and Principal (Client) Registrations automatically expire on December 31st of each year.
- Each person who withdraws as a lobbyist must file a "Notice of Withdrawal" with the Office of the Village Clerk.
- On or before July 1st of each year, every lobbyist must file an Expenditure Report with the Office of the Village Clerk for the preceding calendar year, regardless of the level of activity of the lobbyist, and whether or not the lobbyist has incurred any expenses during the reporting period.
- The Miami-Dade Ethics Commission has the authority to investigate and enforce the Village's Lobbying Registration and Reporting rules and regulations.

I. LOBBYIST INFORMATION (Village Code Section 2-161)

Last Name		First Name	Middle Initial
Title			
Business Name			
Business Address	City	State	Zip Code
Business Phone Number	Fax Number	E-Mail Address	

II. PRINCIPAL INFORMATION

Name, address, and phone number of principal (i.e., person, business, entity, governmental entity, religious organization, non-profit corporation, or association whose interest you represent or by whom you are employed.)

Name			
Address	City	State	Zip Code
Phone Number	Fax Number		

Identify any other persons holding directly or indirectly a five percent (5%) or more ownership interest in the Principal.

(Attach additional sheet, if necessary)



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III. AUTHORIZATION OF PRINCIPAL

Prior to lobbying, provide to the Office of the Village Clerk a letter from your Principal stating that the lobbyist is authorized to represent the Principal.

Check applicable: _____ Letter is attached.

_____ Lobbyist will file letter prior to lobbying.

IV. LEGISLATIVE ISSUE INFORMATION

Explain the general and specific matters upon which the lobbyist intends to lobby, if known at the time of registration. If not known at time of filing, the registration must be supplemented when the matter is determined.

V. FEES PAYABLE BY LOBBYIST

- (a) Annual Fee of \$200.00 per lobbyist. This fee is payable as of January 15th of each year.
- (b) One-time fee (not annual) of \$100.00 for each Principal represented by lobbyist. The fee is payable upon filing of lobbyist registration for each Principal represented by lobbyist in Village matters.

VI. MISCELLANEOUS REQUIREMENTS

- (a) Pursuant to Section 2-11.1 (q) of the Miami-Dade County Code, have you served on the Village Council or been an employee of the Village in the last two years? Check applicable: Yes _____ No _____. If yes, state the position or office which you held in the space provided below, since you may be barred from lobbying the Village for a period of up to two years from the time you left your former office or position.

- (b) Pursuant to Section 2-11.1 (s) of the Miami-Dade County Code, as adopted by Village Code Sec. 2-161, a lobbyist shall state the extent of any business or professional relationship which the registrant has with any member(s) of the Village Council. (Please state below.)



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VII. OATH

"I DO SOLEMNLY SWEAR OR AFFIRM THAT ALL OF THE FOREGOING FACTS ARE TRUE AND CORRECT AND I HAVE READ OR AM FAMILIAR WITH PROVISIONS CONTAINED IN SECTION 2-11.1(S) OF THE MIAMI-DADE COUNTY CONFLICT OF INTEREST AND CODE OF ETHICS ORDINANCE, INCLUDING WITHDRAWAL AND REPORTING REQUIREMENTS, AS ADOPTED BY VILLAGE CODE SECTION 2-161."

_____	State of Florida	County of _____
Signature of Lobbyist		
_____	Sworn to (or affirmed) and subscribed before me	
Print Name	via <input type="checkbox"/> physical presence OR <input type="checkbox"/> online notarizations	
	this _____ day of _____, 20_____.	
_____	By _____	
Date	Personally known _____ OR produced identification _____	
	Type of identification produced _____	

	NOTARY NAME HERE, Notary Public	
	My Commission Expires _____	

Registration accepted this _____ day of _____, 20_____.

Fee paid: \$_____ Cash _____ Check _____ Check No. _____

Village Clerk

Should you have any additional questions regarding the registration and reporting requirements which are applicable to you, you may call the Miami-Dade County Commission on Ethics and Public Trust at (305) 579-2594. Questions concerning fee information should be directed to the Office of the Village Clerk.